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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, APRIL 20, 2021**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, April 20, 2021. The meeting was held electronically by way of Zoom, at the Strata Council's option.

A. CALL TO ORDER

The meeting was called to order at 6:34 pm by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Raymond Lee, Jeff Leong, and Bruce Partridge, Kevin Lam, with regrets from Mehran (Michael) Shekahi and Jason Wang. Geoffrey Rosen represented Management.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Bruce Partridge and SECONDED by Jeff Leong, it was RESOLVED that the Agenda, as presented, be APPROVED for use at this meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS STRATA COUNCIL MEETING

Upon a MOTION duly made by Jeff Leong and SECONDED by Raymond Lee, it was RESOLVED that the minutes from the previous Strata Council meeting held on Tuesday, March 16, 2021, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

A1 Fire

- March 29 to April 1, 2021: Performed the Annual Fire Inspection in all the units and common areas.

Brighter Mechanical Ltd.

- They were onsite to continue re-piping the building.

Haakon Services

- March 3, 2021: Onsite to review the exhaust fan in the garbage room to prepare a quote.
- March 29, 2021: Replaced the exhaust fan in the storage room and a circulation pump in the mechanical room on the 6th floor.

High Volt Electric

- March 2, 2021: Repaired Gate #2 on the P3 level of the parkade.

ORKIN Pest Control

- March 16, 2021: Performed scheduled maintenance in traps in the building.

PumpHouse Fitness

- March 3, 2021: Installed the new treadmill and perform scheduled maintenance on the gym equipment.

Rich-Tek Industries

- March 3, 2021: Performed a test in the emergency sprinkler system in the water supply room. A problem was found in the control panel.
- March 10, 2021: Repaired the control panel of the emergency sprinkler system in the water supply room.

Sunrise Window Cleaning

- March 15 to March 24, 2021: Onsite for the spring window washing of all inaccessible windows in the building.

ThyssenKrupp

- March 18, 2021: Performed scheduled maintenance on elevators.
- March 30, 2021: Inspected and repaired elevator # 3.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Bruce Partridge, reported that he had reviewed the Financial Statements for February 2021 and had found them to be in good order.

Upon a MOTION duly made by Bruce Partridge and SECONDED by Raymond Lee, it was RESOLVED that the Financial Statements for February 2021 be APPROVED as reviewed.

Arrears:

Management reported that there are six (6) owners in arrears for their Strata Fees. On behalf of the Strata Corporation, Management sent letters to the Owners asking for timely payment of their Strata Fees on the first of the month, as per the Strata Property Act of B.C and the Strata Corporation's by-laws. Owners who do not pay their Strata Fees on time are fined \$100.00 per month plus interest, as per the Strata Corporation by-laws.

G. REPORTS

1. Management

Management reported as follows:

- Sunrise Window Cleaning was onsite from March 15 to March 26 to do the spring window washing.
- A-1 Fire Supplies Ltd. was onsite from March 22 to March 29 to do the annual fire inspection. Management is waiting to receive their inspection report.

- Due to the COVID-19 pandemic, the bi-annual parkade power washing was rescheduled from April to take place from June 7 to June 9, 2021.
- A purchaser of one of the penthouse units made the Strata Corporation aware of a minimal water leak into their unit. After an investigation, it was determined that rainwater could seep through the external door to the mechanical room.

Management presented a quote of \$4,000.00 to install a canopy over the mechanical room door to direct water away from the door. The Council approved the quote and directed Management to proceed with the project.

- The annual dryer exhaust duct cleaning will be scheduled for May. Notices will be sent via email and posted in the building, once the exact dates are known.

2. Security

- No significant security incidents have been reported since the last Strata Council meeting.
- *Residents - please be reminded that access to the mailroom is now limited from 8:00 am to 8:00 pm seven days a week.*

Centrepoint Residents - please be reminded to wait for the garage gate or front door to close entirely before proceeding into or out of the building - failure to do so could result in property being damaged or stolen. Do not let anybody into the building who is unknown to you; let them use their fob or get buzzed in.

Centrepoint Residents – The Strata Corporation highly encourages you not to leave anything of value in your vehicles. If you see anything suspicious, please immediately report it to the Resident Manager.

3. Project Reports

- The Strata Council approved the quote of \$125,000.00 from XTR Building Services Ltd. to remediate the eyebrows on the north face of the building and the townhouses. The owners at the Annual General Meeting, held on February 16, 2021, approved Special Resolution #4, authorizing the Special Assessment to remediate the eyebrows on the north face of the building and the townhouses.

A MOTION was made by Bruce Partridge and SECONDED by Jeff Leong to approve the quote from XTR Building Services Ltd. The Motion PASSED unanimously.

The Council directed Management to proceed with the project as soon as possible. It is important to note that the vendor will require access to only those units with roof anchors, so they can set up their swing stages. Please watch for notices.

4. Correspondence and Appeals

- The Strata Council reviewed seven (7) complaints received in March of residents allegedly violating Strata Corporation by-law 47. (1).

47. (1) Garage Gate to underground parking: To help prevent unauthorized entry to the building, all drivers must wait until the gate is closed behind their car before proceeding to their parking stall. The drivers in any subsequent cars must wait until the gate is starting to

close before pressing the garage button on their key fob to re-open the gate. This indicates to the preceding driver that the following driver is a resident of Centrepont.

After a thorough review of the complaints and relevant evidence, the Strata Council directed Management to send fine letters to all seven (7) residents.

- The Strata Corporation received a complaint of a resident moving out of a unit without providing prior notice, as required by the Strata's by-laws.

The Strata Corporation reviewed the relevant evidence and directed Management to issue a warning letter.

- The Strata Corporation received an appeal from five residents for a fine that they had received for allegedly violating the Strata Corporation's garage gate security by-law. After careful deliberation, the Strata Council made the following decisions:
 - The Strata Council agreed to reduce a fine to \$100.00.
 - In two cases, the Strata Council agreed to reduce fines down to a warning.
 - The Strata Council rescinded one letter due to a clerical error.
 - The Strata Council declined an appeal.

As a reminder, the Strata Corporation has installed signage on and around the gates, reminding residents to wait for the gate to close completely before proceeding to their destination.

H. UNFINISHED BUSINESS

1. Building Re-Pipe

- Management informed Council that the project is almost complete. Brighter Mechanical reported that the plumbing work has been completed and that they are now working on the drywall portion of the project (installation, taping, and painting). They fully expect to have the project done in its entirety by the end of May.
- The Strata Corporation and the Resident Manager will review the common areas for any damage potentially caused by the re-pipe. Any damage found will be reported to Brighter Mechanical as a deficiency, needing to be repaired.

2. Re-Opening of Amenity Areas

- The Strata Council discussed access to the amenity areas and decided to keep the gym open; however, residents must continue to meet current COVID-19 safety guidelines.
- The Council agreed to keep the meeting room and the sixth-floor patio open; however, social distancing requirements always apply. Residents who wish to use the meeting room will need to book it through the Resident Manager, Juan Lara.
- The steam room will remain closed due to safety concerns until phase four of British Columbia's Restart Plan, as the room's temperature does not get hot enough to kill viruses, and it is not easy to sanitize.

As required by the Provincial Health Officer, **masks must be worn** in all common areas, including the common hallways, elevator lobbies, and the parkade.

I. NEW BUSINESS

1. Electric Vehicle (E.V.) Charging Stations

- The Strata Council tabled the item until the next General Meeting. Management was requested to obtain updated quotes, closer to the end of 2021, to be included in a Special Resolution that will be put forward to the owners at the next General Meeting.

2. Annual Security Audit

- The annual security audit ended on October 31, 2020. Management reported that twelve (12) owners have not submitted their audits, as required by Strata Corporation by-law 47. (14).

47. (14) Owners must submit an Annual Security Audit form to the Strata Corporation. The Strata Corporation will give notice of the Audit. The Audit Form must be fully completed by the Owner of the Strata Lot. Fobs not reported on the Audit form will be deleted from the Security System and the reactivation of the fobs will be \$25.00 per FOB.

- At the end of March 2021, at the Strata Council's direction, Management issued fine letters to those owners who have not submitted their audit.
- The Strata Council directed Management to turn off fobs assigned to the strata lots whose owners have not submitted their security audits.
- As done in previous years, this year's security audit will be from September 1 to October 31, 2021.

5. Building Insurance Renewal

- Management reported that the building's insurance was renewed on **April 19, 2021**. As a reminder, the deductibles remain unchanged from the previous year and are as follows:

<u>All loss (fire) Deductible:</u>	<u>\$25,000.00</u>
<u>Vacant Units All Loss Deductible:</u>	<u>\$100,000.00</u>
<u>Water Deductible:</u>	<u>\$100,000.00</u>

As the owner of your suite, please remember that you are responsible for any loss dollars less than the deductible amount if the loss emanates from your suite as per the Strata Corporation's Bylaws and the Strata Property Act of B.C.

The Strata Corporation highly recommends that all owners contact their insurance broker/insurance company and have them adjust your condominium insurance policy to cover you up to the new deductibles.

K. NEXT MEETING

The next meeting of the Strata Corporation will be the **Strata Council Meeting** to be held on:

Tuesday, May 18, 2021
At 6:00 pm
The meeting will be held by way of Zoom

K. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 7:02 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.
Please retain these Minutes provided to you for future reference, as replacement copies are subject to a fee.
Minutes Prepared by:



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